



RE: \_\_\_\_\_  
For office use only

State of New Jersey  
DEPARTMENT OF LAW AND PUBLIC SAFETY  
DIVISION OF CONSUMER AFFAIRS  
STATE BOARD OF PROFESSIONAL ENGINEERS AND LAND SURVEYORS  
P.O. Box 45015, NEWARK, NEW JERSEY 07101  
(973) 504-6460

## Professional Engineer Reference Form

*(Please print clearly.)*

### NAME OF REFERENCE

\_\_\_\_\_  
Last name First name Middle initial  
\_\_\_\_\_  
Street address  
\_\_\_\_\_  
City State ZIP code

### NAME OF APPLICANT

\_\_\_\_\_  
Last name First name Middle initial  
\_\_\_\_\_  
Street address  
\_\_\_\_\_  
City State ZIP code

The applicant for licensure, whose name and address appear above, has sent you this request for a reference statement and has referred to you as someone who has personal knowledge of his or her character and professional experience.

Your prompt completion and return of this statement, properly filled out and signed on the next page, will assist the Board when considering the applicant for licensure. Your response to this request will be confidential. This statement must be received in the Board office by \_\_\_\_\_ if the applicant is to be considered for the next scheduled examination.

The State Board of Professional Engineers and Land Surveyors is statutorily required to obtain evidence of the professional experience and good character of all those who apply for licensure as a professional engineer. Statements by responsible people with actual knowledge of the experience and qualifications of the applicant will be considered by the Board as meeting this provision of the law.

The practice of professional engineering involves relationships with the public that necessitate a high degree of honor, integrity and professional ability. The State Board of Professional Engineers and Land Surveyors trusts that when completing this form, you fully understand that the purpose of the law is to protect the public from the practice of engineering by people who are not competent to engage in such practice.

**Please return this statement directly to:**

**State Board of Professional Engineers and Land Surveyors  
P.O. Box 45015  
Newark, N.J. 07101**

*You may be requested to substantiate any statements made herein.*

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**STATEMENT OF ENDORSER** (*This form should not be filled out in the presence of the applicant. Please print clearly.*)

1. a. How many years have you known the applicant on a personal basis? \_\_\_\_\_

b. How many years have you known the applicant in your professional capacity? \_\_\_\_\_

2. How would you characterize the applicant's character and personal reputation?

☐ Excellent

☐ Good

☐ Unacceptable

☐ Not known

If "Unacceptable," please explain: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. What is your professional relationship to the applicant? \_\_\_\_\_

4. Is your knowledge of the applicant's engineering experience based exclusively on your relationship described in question three? ☐ Yes ☐ No

If "No," please indicate the basis of your knowledge: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5. Please comment on the applicant's ability to effectively communicate, both verbally and in writing, in the English language.

\_\_\_\_\_

\_\_\_\_\_

6. Please comment on the applicant's knowledge and application of engineering principles. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

7. Please comment on the applicant's development of engineering judgment and work accuracy. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

8. Please comment on the applicant's ability to assume responsibility and direct people. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

9. Please comment on the applicant's ability to recognize and work within his or her own limitations. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

10. From your personal knowledge, please list the type of work the applicant has performed and provide the details of his or her responsibilities.

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11. From your personal knowledge, for how many years has the applicant been engaged in engineering? \_\_\_\_\_

12. How much of the time noted in question 10 has the applicant been working at a subprofessional level? \_\_\_\_\_ years.

13. How much of the time noted in question 10 has the applicant been working at an engineering level involving the application of scientific disciplines? \_\_\_\_\_ years.

14. Do you consider that the applicant has reached a professional level in his or her work? \_\_\_\_\_

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15. The Board would appreciate any additional information that you may wish to provide. \_\_\_\_\_

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16. If you have any reason to believe that licensure of the applicant should be withheld at this time, please comment below.

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17. If you are not a professional engineer, what is your business or profession? \_\_\_\_\_

\_\_\_\_\_  
Date Signature

Telephone number : \_\_\_\_\_  
(include area code)

If you are a professional engineer, please give your license number: \_\_\_\_\_ , \_\_\_\_\_ .  
State of licensure